



Conference Room A
14343 Civic Drive
Victorville, CA
www.victorvilleca.gov

Zoning Administrator

**Regular Meeting Agenda
Wednesday, March 2, 2022**

10:00 a.m. Regular Meeting

The Zoning Administrator welcomes and encourages public participation and invites the community to attend in person. If you cannot attend in person, the meeting will also be available via Zoom.

To join via Computer, Laptop, or Smart Device:

Meeting ID: See City Website for Zoom Information <https://vv.city/za>

Passcode: VV123

*To provide comment, click the “Raise Hand” button and the Clerk will unmute you.

To join via Audio only (cell phone or landline):

Dial: (669) 900-9128

Meeting ID: See City Website for Zoom Information <https://vv.city/za>

*To provide comment dial *9 to “Raise Hand”

Public Comments: Members of the public may submit comments electronically to planning@victorvilleca.gov. All email comments received by 3 p.m. the day before the meeting will be distributed to the Zoning Administrator. Participants are invited to address the Zoning Administrator on agenda and non-agenda topics. Public comments will be no longer than three (3) minutes per community member. Should a speaker conclude their comments prior to the expiration of three (3) minutes, the speaker waives the right to speak for any remaining amount of time.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Planning Division at (760) 955-5135 no later than 72 hours prior to the meeting.

Call to Order

PUBLIC HEARINGS

1. ADMN22-00010 – Stelios Roditis

Environmental – Environmental Exemption

Project – A Minor Interim Use Permit with an Environmental Exemption to allow for a medical training college to occupy an existing suite within a multi-tenant shopping center in the Civic Mixed Zone within the Civic Center Community Sustainability Specific Plan.

Location – 14594 Seventh Street

Attachments – Attachment A – Site Plan & Floor Plan Graphics
Attachment B – Project Description
Attachment C – Aerial Image

Public Comments

Adjournment



ZONING ADMINISTRATOR STAFF REPORT

DATE: March 2, 2022 **AGENDA NO. 1**

CASE: ADMN22-00010

SUBJECT: A Minor Interim Use Permit with an Environmental Exemption to allow for a medical training college to occupy an existing suite within a multi-tenant shopping center in the Civic Mixed Zone within the Civic Center Community Sustainability Specific Plan.

APPLICANT: Stelios Roditis

LOCATION: 14594 Seventh Street

I. STAFF RECOMMENDATION:

Staff recommends that the Zoning Administrator conduct a public hearing, receive testimony regarding the proposed project and take the following actions:

1. **Environmental Assessment** – Find the project categorically exempt per CEQA Section 15301 – Existing Facilities; and
2. **Minor Interim Use Permit** - Approve case ADMN22-00010 subject to the included conditions of approval and by finding that the proposal meets the requirements of the City Council Policy for Interim Uses (CP-11-05), including basis of need and required findings as outlined within the Staff Analysis section of the Zoning Administrator Staff Report.

II. SUMMARY:

The applicant, U.S. Colleges, a subsidiary of International Education Corporation (IEC), is requesting approval of this Minor Interim Use Permit (IUP) in order to allow for the use of an existing suite within a commercial shopping center as a vocational training center offering programs in Phlebotomy training, Certified Nursing Assistant training, Clinical Medical Assistant training, and Emergency Medical Technician training. The proposed campus will accommodate up to 60 students per day and occupy approximately 5,500 sq. ft. within the 98,000 sq. ft. multi-tenant Victor Plaza Shopping Center. The career center proposes to offer training Monday thru Friday between the hours of 9 am to 10 pm as well as Saturdays and Sundays from 8 am to 4pm. While the underlying Civic Mixed zone within the Civic Center Community Sustainability Specific Plan does not allow for professional business schools, Staff finds the proposed IUP appropriate at this location given the suite's prolonged vacancy since it was last occupied by Westech College, who offered the same type of medical training programs, in 2017.

I. STAFF ANALYSIS:

1. **Environmental Assessment.**

California Environmental Quality Act (CEQA) Section 15301 allows a categorical exemption for the permitting of private structures that involve negligible or no expansion of use. Since the location was developed as multi-tenant commercial building, the proposal does not include any physical expansion, and the applicant seeks to operate during hours similar to other commercial uses in the area, Staff finds that this exemption is applicable to this proposal.

2. Minor Interim Use Permit.

- The Victor Plaza Center is comprised of seven buildings on separate parcels located south of La Paz Drive and west of Seventh Street, all zoned Civic Mixed within the Civic Center Community Sustainability Specific Plan. The proposed training institute is located within the end suite of the largest building which has historically been occupied by a career college. The proposed training institute is in line with previous entitlements within the center and compatible with adjacent uses in regards to hours of operation and vehicle trips.
- Vocational schools are not listed as a permitted or conditional use in the underlying Specific Plan, however, a similar trade school had previously operated at this location without being detrimental to the surrounding commercial land uses. Additionally, the site has remained vacant since the noted trade school ceased operation approximately five years ago.

School Operations

- The vocational training center will utilize approximately 5,500 sq. ft. of an existing 97,647 sq. ft. building that is divided into multiple suites. Floor plans indicate that the uses include classrooms, training labs and administrative offices with classrooms capable of accommodating an average of 20 students.
- Proposed hours and days of operation are as follows:
 - Monday – Friday, 9AM –10PM as well as Saturdays from 8AM – 4PM.
- The proposed training center will be comprised of 3 classrooms, 4 administrative offices, a computer lab and medical lab as well as restrooms and storage spaces. The facility is expected to have a daily attendance of approximately 60 students between the hours of 9 am to 10 pm Monday thru Friday with courses averaging about 12 weeks. Weekend courses, when offered, are expected to draw fewer students than weekdays but will not exceed the daily attendance noted above. Courses will be offered in morning, afternoon and evening sessions, with no more than 40 students within the given session.
- In order to provide the applicant the ability to adjust services provided to meet demand, Staff has included Condition #1, which includes the noted operations, as well as the ability for the Zoning Administrator to adjust services provided (e.g. frequency and number of attendees) should they remain consistent with City Council Policy for Interim Uses (CP-11-05).
- All courses taught are overseen by the “Bureau for Private Postsecondary Education” (BPPE). The Phlebotomy and Nursing Assistant courses are further regulated by the California Department of Public Health (CDPH). Staff has included Condition #9, requiring proof of certification and training credentials for their instructors prior to issuance of a Certificate of Occupancy.

Parking

- The Civic Center Community Sustainability Specific Plan requires 1 space per 10 students, with an additional requirement of 1 space per classroom for academic private colleges. Based upon the five “classroom” areas (e.g. 3 lecture rooms, 1 computer lab, and 1 medical training lab), as well as an anticipated maximum occupancy of 40 persons at any given time, Staff finds that the parking spaces provided on-site are sufficient to serve the proposal in accordance with Specific Plan standards [(5 classrooms = 5 spaces) + (40 students present / 10 = 4 spaces) = 9 total spaces required]. The overall center shares a parking area comprised of approximately 560 spaces and Staff does not foresee a parking shortage to occur. However, should a parking problem arise in connection with this use, Staff has included Condition #5 requiring the business to address the parking concerns subject to the review and approval of the Zoning Administrator. Additionally, Parcel Map No. 18980 that subdivided the site and surrounding parcels includes notations of reciprocal access and CC&R’s that encompass the site, which ensures the adjacent parking field and site access will remain available to the site and its patrons.
- In the event enrolment increases in the future or business hours of other permitted uses on-site change, Staff has included Condition #6, requiring review and approval of an Interim Use Permit Modification and/or revocation should a parking deficiency develop on-site due to the proposed use.
- In addition to the proposed college, Mojave River Academy charter school occupies an adjacent 7,400 sq. ft. building within the Victor Plaza center and offers mainly one-on-one tutoring on an as-needed basis, with little impact on the center’s parking demands. While a parking conflict is not anticipated, should a parking issue arise, Staff has included Condition #8 requiring modifications to the operation in order to correct a parking issue.

Site Condition

The site is generally in satisfactory condition with mature and maintained landscaping, and a concrete parking area that has few signs of wear. While two trash enclosures in the center were recently constructed in association with the Mojave River Academy and AutoZone “Hub” sites, neither have been constructed to serve this building. Consequently, a new or revised trash enclosure shall be provided in connection with the proposed career college. Staff has included Condition #10, requiring a trash enclosure to comply with the current applicable standards of Title 16 (e.g. appropriate roof, screening, and security).

Required Findings

- The Civic Mixed (CVM) District within the Civic Center Community Sustainability Specific Plan does not permit the proposed vocational training center as a permitted or conditional use. However, an interim use within CVM District is permitted if the proposed use meets the requirements of the City Council Policy for Interim Uses (CP-11-05). Staff finds that the proposed career college at this location does meet the requirements of the Council Policy as discussed in the following section.
 - Basis of Need:
The subject site as well as the surrounding multi-tenant commercial center has struggled to fill vacancies and the proposed vocational school location has been vacant approximately five years since the last user (Westech College) ceased operations at the proposed site in 2017. Economic decline and shifting land use patterns in the area have caused the commercial center to experience vacancies for

multiple years. Therefore, based upon the circumstances noted above, Staff finds the site meets the basis of need requirement.

o Required Findings:

- i) The proposed use is 'similar' to other permitted uses within the zone in regards to:
- Hours of Operation – Typical daytime business hours that are not uncommon for commercial uses in the area.
 - Parking Needs/Requirements – Adequate parking on-site in accordance with Title 16 and Civic Center Community Sustainability Specific Plan standards.
 - Traffic Impacts – Access from abutting roadway Seventh Street as well as reciprocal access allowing connections to Lorene Drive and La Paz Drive will be adequate to serve the proposal.
 - Occupancy Patterns – While the CVM District does not allow the subject use, the site has been vacant for five years. Since the last occupant of the site was a similar use and no other business have been established at the location, the proposed vocational training center is similar to the established occupancy patterns in the vicinity as well as the specific site.
 - Noise – Noise impacts should not be greater than permitted commercial uses or other land uses permitted within the CVM Zone District.
 - Environmental Impacts – The use should not produce any negative environmental impacts as conditioned.
 - Required Licensing/Permits – Any required permits can be obtained during the Business License/Certificate of Occupancy phase of the entitlement.
 - Required Facilities – The building contains restroom facilities that should be adequate to serve the proposed use as well as handicapped access and parking in the center.
- ii) The proposed use is a 'good fit' in regard to:
- Existing Structures – The proposal is located within an existing building that was previously utilized as a trade school without negative impacts to the surrounding commercial uses.
 - Existing Site Development/Conditions – The site includes existing landscaping, structures, and parking areas in accordance with current Municipal Code standards. Additionally, the new trash enclosure will further improve upon the existing site per current Development Code standards.
 - Compatibility with Adjacent Existing & Permitted Uses – The proposal is located within a multi-tenant commercial center and is compatible with existing uses as the students/staff of the vocational school will likely be patrons of surrounding business such as restaurants and retail establishments.
- iii) The proposed use presents no negative impacts to any of the following:
- Public Interest – The use will not have a negative impact on public interest, as the proposal will introduce regular activity to the site that has had issues in the past with vandalism and loitering.
 - Public Health, Safety, and Welfare – Staff does not anticipate any negative impacts to the public health, safety and welfare.
 - Economic Vitality of the Area – The use will fill a long-term vacancy in an area with a history of struggling to obtain suitable land uses. Additionally, the introduction of regular patrons to a commercial development who may visit other business within the center would be beneficial to the area's economic vitality.

- Neighboring Businesses and Residents – No negative impacts are expected as a result of this business due to proposed daytime operations within a multi-tenant building.
- Overall Integrity of the Center, District or Area – The use will not negatively affect the integrity of the area or center due to the existing mix of commercial, professional, and residential development. Further, any new development will ensure the integrity of the CVM District is maintained.
- Does Not Contribute to Over-Concentration – N/A

IV. SITE CHARACTERISTICS:

	Existing Land Use	General Plan	Zoning	Specific Plan
Site	Multi-tenant Commercial	Specific Plan	Civic Mixed	Civic Center Specific Plan
North	Multi-tenant Commercial	Specific Plan	Civic Mixed	Civic Center Specific Plan
South	Charter School	Specific Plan	Civic Mixed	Civic Center Specific Plan
East	Retail	Specific Plan	Civic Mixed	Civic Center Specific Plan
West	Retail	Specific Plan	Civic Commercial	Civic Center Specific Plan

NUMBER OF RADIUS LETTERS MAILED: 20

DK

Attachments:

- Attachment A – Site Plan & Floor Plan Graphic
- Attachment B – Project Description
- Attachment C – Aerial Image

CONDITIONS OF APPROVAL
ADMN22-00010
March 2, 2022

A MINOR INTERIM USE PERMIT WITH AN ENVIRONMENTAL EXEMPTION TO ALLOW FOR
A MEDICAL TRAINING COLLEGE TO OCCUPY AN EXISTING SUITE WITHIN A MULTI-
TENANT SHOPPING CENTER LOCATED AT 14594 SEVENTH STREET

Planning Conditions:

1. This approval is to allow for a vocational training school at 14594 Seventh Street. Training classes are limited to Monday thru Friday between the hours of 9 am to 9 pm as well as Saturdays and Sundays from 8 am to 4pm. The Zoning Administrator reserves the right to adjust, modify, or add functions & times upon written request from the applicant and/or property owner/manager, providing any change is in accord with the findings presented in the accompanying Staff Report.
2. The proposed improvements and use shall comply with all applicable development standards of Title 16.
3. The proposed improvements and use shall be in substantial conformity with the plans submitted as part of this application unless modification is required to comply with the applicable development standards of Title 16 and/or conditions of approval.
4. Any expansion of the proposed use beyond the scope of this interim use permit shall require submission and approval of an interim use permit modification or a new interim use permit based upon the extent of the expansion.
5. Any change in use or implementation of a new use within the facility (including the expansion of the classroom seating areas), which will require additional parking spaces resulting in non-compliance of Title 16 shall cause that use to be subject to Zoning Administrator and/or Planning Commission review and approval.
6. Should the City of Victorville receive complaints from patrons or adjacent neighbors of the site indicating a parking deficiency, the Zoning Administrator reserves the right to review the use and modify, revoke, or suspend the interim use in accordance with Title 16 guidelines.
7. School attendance shall not exceed an average daily attendance of 60 students per day unless otherwise approved by the Zoning Administrator.
8. Should a parking deficiency arise or be reported to the Development Department due to excessive number of students or employees the applicant/business owner shall modify their classes or schedules to correct the problem, subject to Zoning Administrator review and approval.
9. The applicant shall provide proof of instructor certification and/or training credentials for all instructors subject to Zoning Administrator review and approval.
10. Prior to the issuance of a Business License or Certificate of Occupancy, the permit process must begin to provide a trash enclosure in conformance current code. Construction of said enclosure must be completed within six-months of occupancy. The enclosure shall be architecturally compatible with the building design with matching colors and materials, and

meet Title 16 standards (e.g. pedestrian access). Additionally, in accordance with the City's Small MS4 Permit, a solid roof/cover that is architecturally compatible with the primary building onsite and serves to protect the refuse area from inclement weather shall be provided, as well as wrought iron that fully encloses the trash enclosures between the block wall/metal gates and the roof to prevent unauthorized entry. (See Section 16-3.10.060(d)(2) & Sec. 16-3.24.110).

11. All landscaped areas shall be maintained in a neat, clean, orderly and healthful condition. This includes proper pruning, mowing of lawns, weeding, removal of litter, fertilizing, replacements of plants when necessary and the regular watering of all plants. In addition, all landscaped areas shall be provided with a suitable permanent water system.
12. All proposed signs, including any freestanding signage, shall comply with Title 16. The applicant shall be required to submit a sign package for review and must gain approval by the Planning Commission prior to approval of any signage proposed which is inconsistent with Title 16. Painted and off-site signs are prohibited and all signs shall be subject to Planning Staff review and approval prior to obtaining a sign permit.
13. All proposed temporary signage shall comply with Title 16. All temporary signs (grand openings, special sales, etc.) shall only be affixed to the suite they serve in accordance with an approved Temporary Sign Permit. Flags or other off-site signage is prohibited within multi-tenant developments.
14. The applicant/business owner shall be responsible for obtaining all necessary permits from any affected regulatory agencies.
15. The Applicant/Owner shall agree to defend, indemnify and hold harmless, the City of Victorville, its agents, officers and employees from any claim, action or proceeding against the City of Victorville or its agents, officers or employees to attack, set aside, void or annul this approval. The City of Victorville shall promptly notify the applicant of any such claim, action or proceeding, and the City of Victorville shall cooperate fully in the defense.

Building Conditions:

16. The project shall comply with all building codes in effect at the time of plan submittal.
17. The scope of work indicated will require accessibility upgrades to be included in accordance with Section 11B-202 of the California Building Code.
18. Plan check fees for this project will be due, and shall be paid in full, upon submittal of plans to the Building Division. The Building Division may be contacted at (760) 955-5100 for an estimation of these fees. Actual amount owed will be determined upon submittal of the plans at the building counter.

Fire Conditions:

19. Shall comply with all 2019 Building and Fire Code requirements based on occupancy classification.
20. Paved access from 2 points shall be required for completion and occupancy. Plans shall be submitted and approved prior to construction commencement.

21. Interior/exterior Fire Department access roadways/fire lanes shall be required per Fire Department Standard. Fire Department access roadways providing access to the buildings in this project shall be a minimum of 26 feet wide and shall be directly adjacent to 2 sides of the building. If gates, installed must comply with Fire Department Standards.
22. An approved water supply system, complete with street hydrants complying with Fire Department Standards, shall be in place prior to any combustible construction.
23. Required fire flow for this project is 6,000gpm @ 20psi for 4 hours duration at furthest remote hydrant. Contact Water Department to assure availability of required fire flow.
24. Fire Department access roadways greater than 150' in length shall require approved turnarounds per Fire Department Standard. Any street exceeding 600; will require secondary access.
25. Knox Box/Key Box is required and shall be provided and installed in accordance with Fire Department Standards.
26. Street Addressing for Commercial, Condominiums and Industrial Buildings
 - a. The street address shall be posted with a minimum of twelve (12) inch in height numbers with a one (1) inch stroke, visible from the street of the corresponding address. During the hours of darkness, they shall be electrically illuminated either externally or internally.
 - b. Posted numbers shall contrast with their background and be legible from the street of the corresponding address prior to occupancy.
 - c. Where building setbacks exceed one hundred (100) feet from roadway, additional non-illuminated contrasting numbers twelve (12) inch in height with a one (1) inch stroke, shall be displayed at property access entrance on a permanent monument.
 - d. Commercial/Industrial buildings - Secondary or rear entrance doors shall be marked with unit designators with a minimum of four (4) inch high and 3/8-inch stroke numbers/letters.
 - e. In multifamily complex there shall be positioned at each entrance of the complex, an illuminated diagrammatic representation of the complex showing the location of fire hydrants, egress/ingress, building and unit designators within the complex.
 - f. Where interior buildings exist, completely detached from roadway circulation, illuminated or reflector signs shall be posted along walkway entrances from road circulation points, indicating interior buildings that take access from that particular path.
 - i. Each individual unit/building within the complex shall display a prominent identification letter, not less than six (6) inches in height and on-half (1/2) inch stroke, which is easily visible to approaching vehicular and/or pedestrian traffic. During the hours of darkness, these letters shall be internally or externally electrically illuminated.
 - g. Each individual unit shall have a number/letter with the first digit indicating floor level, not less than four (4) inches in height and one-half (1/2) inch stroke.

ATTACHMENT A



US COLLEGE

14548 SEVENTH ST.
VICTORVILLE, CA

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Commercial Interior Planning
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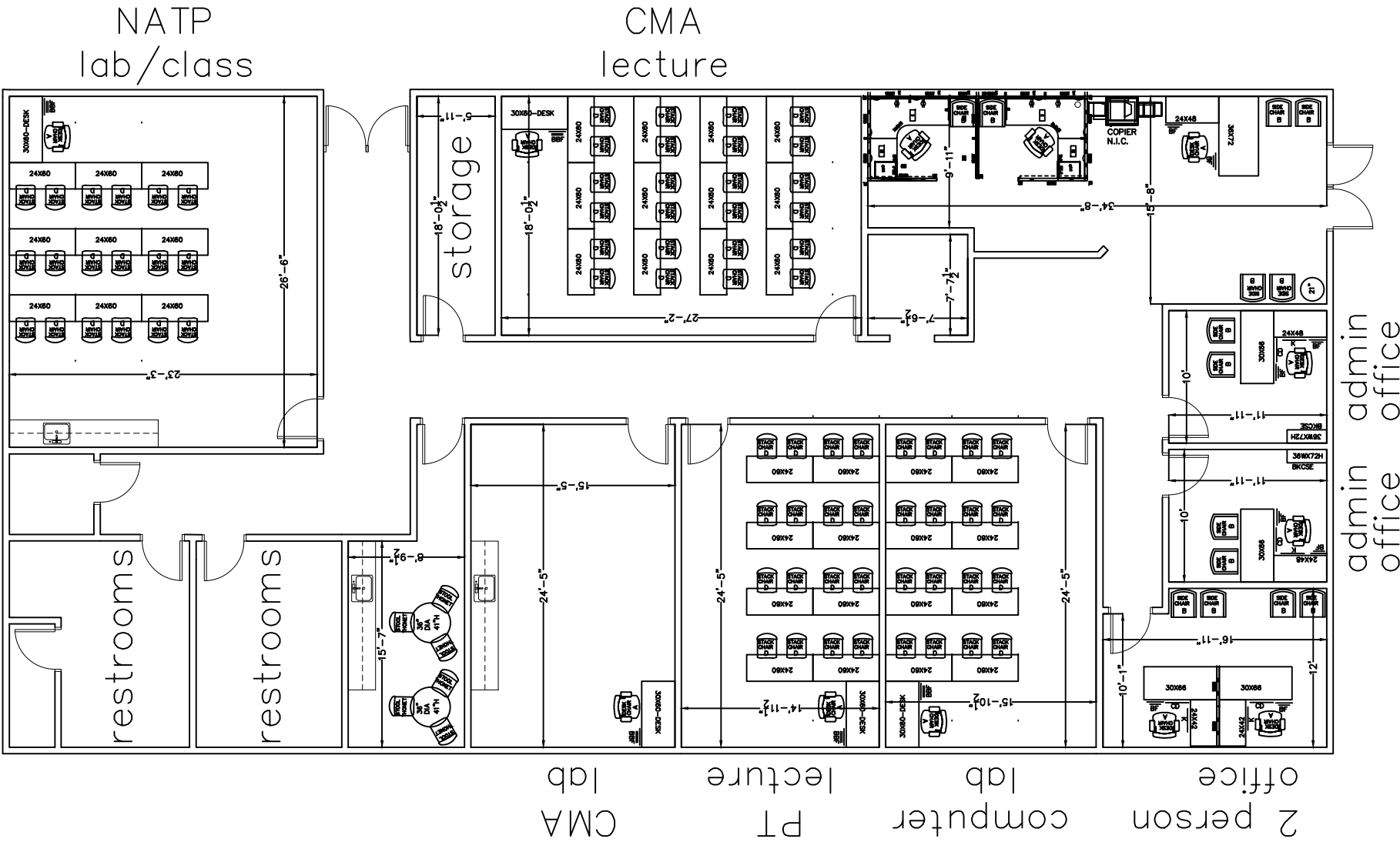
REFERENCE SITE PLAN

Issues and Revisions			
No.	Date	Issues and Revisions	By
1	1-7-22		FM

Project Name _____
 Project Number _____
 Description _____
 Computer File _____
 Scale 1/32" = 1'-0"

All drawings and written material appearing herein constitute original and unpublished work of Fraser McClellan & Associates, Inc. and may not be duplicated, used or disclosed without written consent from Fraser McClellan & Associates, Inc.

SP-1



NATP
lab/class

CMA
lecture

admin office
admin office

restrooms

restrooms

storage

CMA
lab

PT
lecture

computer
lab

2 person
office

storage

COPIER
N.I.C.

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ATTACHMENT B

US College

Existing college West Tech college went out of business and we are a new college that did identical training for phlebotomy

Hours of Operation: M-F 9am to 10pm S-S 8am to 4pm

Parking needs/requirements: Need about 40 spaces M-F 9am to 2pm.
need about 20 spaces M-F 5pm to 10pm
need about 20 spaces SS 8am to 4pm.

Traffic impacts: Low to none

Occupancy patterns: Not sure on this one.

Noise: Low to none

Environmental Impacts: none

Required Licensing/permits: BPPE approval for all programs
CDPH approval for phlebotomy and Nursing Assistant

Required Facilities: Restrooms

There are no negative impacts on any of the items listed.

Please let me know if you need anything else.

Stan Reditis
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Senior Estimator
714-239-5000 Office
714-239-5005 Fax
714-745-1400 Cell
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ATTACHMENT C

CASE: ADMN22-00010





SUBJECT: PUBLIC COMMENTS ON PLANNING MATTERS

In compliance with the Brown Act, it is necessary for the Zoning Administrator to make available time for members of the public to address the Zoning Administrator on items of interest that fall within the Zoning Administrator's subject matter jurisdiction.

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